

SHAMOKIN AREA ELEMENTARY & ANNEX



**STUDENT-PARENT
HANDBOOK
2011-2012**

SHAMOKIN AREA ELEMENTARY SCHOOL
3000 West State Street
Coal Township, PA 17866

Mary Teresa Komara
Principal

Mrs. Karen Colangelo
Assistant Principal/District Federal Coordinator

Dear Parents and Guardians,

As we begin the 2011-2012 school year it is important to realize all of the ingredients that stand ready to serve you and your child. A school facility second to none, qualified and caring teachers and staff, high quality materials and equipment, and a very active and interested Parent-Teacher Association. Two more extremely important ingredients must be added: (1) a child who comes to school ready to learn and (2) parents who want to get involved and are eager to help.

Here are some ways you can help your child have a successful school year:

--Get to know your child's teacher. As a parent you know your child best. Share what you know with the teacher. Does your child have a special interest? A favorite book? Are there subjects your child may need special help? You don't have to wait for a special parent conference.

--Talk with your child's teacher about problems, too. What goes on at home affects how a child does in school. Separation, family illness, a new baby, or even a move, can all affect a child's school work. You don't have to tell the teacher all your personal business, but make sure the teacher knows important facts.

--Make sure your child gets enough sleep. Tired children can't do their best work. Set a "bedtime" and stick to it!

--Learn what is expected of your child. Are there class projects? What about homework? Are there important deadlines?

--Read to your child. Have your child read to you.

--Limit T.V. Studies show that the children who do best in school watch the least television. In its place you could read a book or magazine, take a walk, visit the library or play a game.

Just a little help and guidance from you can make the entire school year successful for your child.

Sincerely,
Mrs. Mary Teresa Komara
Elementary Principal

SHAMOKIN AREA ELEMENTARY SCHOOL
3000 West State Street
Coal Township, PA 17866
Telephone: (570) 648-5721
Fax: (570) 644-3703

PROFESSIONAL AND NON-PROFESSIONAL EMPLOYEES

SUPERINTENDENT OF SCHOOLS	Mr. James Zack
ELEMENTARY PRINCIPAL	Mrs. Mary Teresa Komara
ELEMENTARY ASSISTANT PRINCIPAL/ DISTRICT FEDERAL COORDINATOR	Mrs. Karen Colangelo
CURRICULUM COORDINATOR	Mrs. Ruby Michetti
SPECIAL EDUCATION SUPERVISOR	Mrs. Sherry Glosek
SUPERVISOR OF BUILDING & GROUNDS	Mr. David Petrovich
FOOD SERVICE DIRECTOR	Mrs. Peggy Bednarchik
GUIDANCE COUNSELOR	Mrs. Kristy Hoffman Mrs. Kerri Molesevich
SECRETARIES ANNEX	Mrs. Carol Bainbridge Mrs. Lesley Carsto Mrs. Alexia Herb Mrs. Maxine Kashner Miss Tonya Searls
SPECIAL EDUCATION SECRETARY	Mrs. Deborah Kashnoski
GATEKEEPER/AIDE	Mrs. Maria Dombroski
GROUNDSCOOPER	Mr. Stephen Bamford
MAINTENANCE	Mr. Ronald Hauer
SECURITY ANNEX ELEMENTARY	Ms. Jill Faust Mr. Patrick Komara
PRE-KINDERGARTEN LITERACY COACH	Mrs. Sandra Davis Mrs. Milinda Erdman Mrs. Lonnie Hauer

KINDERGARTEN

ANNEX

Mrs. Jennifer Christian
Mrs. Amanda Houck
Mr. Stephen Kowalchick
Mrs. Wendy Lynch
Mrs. Kandy Miller
Mrs. Heather Nye
Miss Stephanie Pavelko
Miss KellyAnn Piaseczny
Mrs. Gail Purdy

DEVELOPMENTAL

FIRST GRADE

ANNEX

Miss Cara Burns
Mrs. Katie Coombe
Mrs. Lisa Gass
Mrs. Tammy Glowatski
Mrs. Kristy Gorzkowski
Mrs. Melissa Kline
Mrs. Courtney Long
Mrs. Kathleen Palacz
Mrs. Lisa Tillett
Mrs. Mary Yohe
Mrs. Erin Zimmerman

DEVELOPMENTAL

SECOND GRADE

DEVELOPMENTAL

Mrs. Tina Burns
Miss Lindsey Davies
Ms. Shannon Fetterman
Miss Celeste Fobia
Mrs. Angela Kramer
Mrs. Colette Long
Mrs. Kristine Mace
Miss Joelle Reed
Miss Nina Varney
Mrs. Karen Zartman
Mr. Christopher Zimmerman

THIRD GRADE

Mrs. Nancy Barber
Mrs. Deena Erdman
Mrs. Kelly Haupt
Miss Sarah Krieger
Mrs. Jennifer Leffler
Mrs. Stephanie Lubeskie
Mrs. Francine Menko
Mrs. Lisa Shappell
Mrs. Susan Shoop

FOURTH GRADE

Miss Tiffany Brass
Miss Inga Hinterliter
Mrs. Stacey Hockenbroch
Mrs. Jennifer Neary
Mrs. Sue Redd
Miss Dana Rutkowski
Miss Lindsay Venn
Mrs. Victoria Waugh

FIFTH GRADE

Mrs. Sarah Boughner
Mrs. Jennifer Losiewicz
Mrs. Karen Martin
Mrs. Elizabeth Orner
Mr. Sam Schiccatano
Mrs. Jennifer Stoshack
Mrs. Jessica Wolfgang

SIXTH GRADE

Mr. Edward J. Bailey
Mr. Timothy Barrett
Mrs. Joyce Hasuga
Mr. Douglas Kase
Mrs. Jan Koch
Mrs. Tanya Lilley
Mr. Victor Swaboski

SPECIAL EDUCATION

Miss Angelic Christian
Mrs. Tara Dunkelberger
Miss Sarah Gaugler
Mrs. Christine Hockenbroch
Miss Samantha Leese
Miss Danielle Minnig
Miss Lisa Palmitessa
Mrs. Tracy Rhodes
Miss Megan Rollenhagen
Mrs. Dana Sweeney
Miss Courtney Schiccatano
Miss Amanda Stine
Miss Ashley Talisesky

ANNEX

ANNEX

SOCIAL WORKER

ITINERANT AUTISTIC

GIFTED/ESL

Miss Allison Hunt

PHYSICAL EDUCATION

Mr. Shawn Zalinski

ART INSTRUCTION

Mr. Richard Wehnke

REMEDIAL MATH TEACHERS

Mr. Timothy Garrigan
Mr. Richard Schiccatano

REMEDIAL READING SPECIALIST

Mrs. Heather Krebs
Mrs. Lisa McCarthy
Mrs. Sharon McHenry
Mrs. Donna Nahodil
Mr. Robert Ryder
Mrs. Kathleen Spudes
Mrs. Donna Talisesky

SPEECH & LANGUAGE

ANNEX

TBA

Miss Amy Robsock
Mrs. Claire Taddeo

VOCAL & GENERAL MUSIC

Mrs. Mary Ann Miller
Mrs. Nancy Shuey

INSTRUMENTAL MUSIC

Mrs. Barbara DeGaetano
Mrs. Mary Anne Stump

LIBRARIAN

Ms. Annamae Kanuchok

SCHOOL NURSE

ANNEX

Mrs. Terri Snyder, R.N., CSN
Mrs. Sandra Zurick, R.N., CSN

SCHOOL NURSE AIDE

ANNEX

Mrs. Christine Anonia, LPN
Mrs. Susan Getchey, R.N.

SCHOOL PSYCHOLOGIST/CST

Mr. Kyle Brown
Miss Valerie Malukas

CSIU #16 STAFF

Mrs. Deb Bamford
Mrs. Yvette Beaumont
Mrs. Mary Ellen Dilliplane
Mrs. Peg Gerdy
Mrs. Patricia Herrick
Mrs. Sue Hoffman
Kelly Ann Kelly
Mr. Keith Long
Mrs. Sharon Manning
Mrs. Donna McDevitt
Kelly Ozlanski
Ms. Trish Pedersen
Mrs. Nancy Smith

VIP PROGRAM

SUPERVISOR

SHAMOKIN AREA SCHOOL BOARD

PRESIDENT

Mr. Charles L. Carpenter

VICE PRESIDENT

Mr. Todd L. Hockenbroch

SECRETARY

Mr. Daniel Venn

TREASURER

Mr. Edward M. Griffiths

MEMBER

Mr. Mark Anonia

MEMBER

Mrs. LaRue Beck

MEMBER

Mr. Brian Persing

MEMBER

Mr. Barry B. Rebuck

MEMBER

Mrs. Tracey M. Witmer

SOLICITOR

Mr. Frank E. Garrigan, Esq.

STUDENT RESPONSIBILITIES

Each student is responsible for his/her learning. To be successful, each student must accept his/her responsibility to:

1. Attend school regularly
2. Arrive at school on time
3. Be prepared to learn
4. Behave according to school standards of behavior
5. Be familiar with school rules and follow them
6. Dress appropriately
7. Follow the Elementary Code of Conduct

Continuous misbehavior and inappropriate conduct will result in denied permission in attending any school based field trips and/or programs. Decisions will be made by administration.

PUBLIC SCHOOL CODE

State law requires that every child attend school each day that school is in session unless unable to do so because of illness or some other legitimate reason.

Three days of unexcused absences constitute violations of the compulsory attendance provisions of the Public School Code, which must be reported to school officials by the principal or teacher. Section 133 of the law provides that the parents or guardians of any child of compulsory school age who is absent from school without an excuse is subject to summary conviction.

It is district policy that a note is required to be given to the student's teacher within a three-day window after your child's absence from school. If a note is not sent in within the three days your child's absence(s) will be marked unexcused/illegal.

SHAMOKIN ELEMENTARY CODE OF CONDUCT

1. I am respectful, mannerly, and courteous.
2. I am responsible.
3. I have a positive attitude.
4. I am prepared.

We are here to learn. Therefore I will:

- Respect myself, others, and everyone's property,
- Be mannerly at all times,
- Be courteous to everyone,
- Be cooperative,
- Be prepared for class with materials and homework,
- Do nothing to keep the teacher from teaching and anyone, myself included, from learning.

Shamokin Area Elementary and Annex
Early Dismissal – Act 80 Days

Thursday, September 29, 2011

Tuesday, November 22, 2011

Thursday, December 22, 2011

Wednesday, January 25, 2012

Wednesday, February 29, 2012

Thursday, March 29, 2012

Friday, May 18, 2012

Friday, June 1, 2012

Kindergarten through sixth grade students will be dismissed at 12:45. Buses will follow the regular P.M. dismissal schedule. On Act 80 Days we will be dismissing A.M. K-4 students as usual at 11:35. P.M. K-4 students WILL have school.

*****PLEASE NOTE:** Bus 19 only will pick up A.M. K-4 students at 11:10 on Act 80 Days so students riding these buses will be home approximately 20 minutes earlier.

REPORT CARDS

The report card schedule, for **Kindergarten through Sixth Grades** for the 2011-2012 school term is as follows: (45 days)

MARKING PERIOD ENDS

1st November 1, 2011

2nd January 20, 2012

3rd March 26, 2012

4th June 1, 2012

REPORT CARDS HOME

November 8, 2011

January 27, 2012

April 2, 2012

June 1, 2012

ATTENDANCE TIMELINE

Student Arrival

1. Students must be inside their classroom by **8:15 a.m.** to be considered **PRESENT**.
2. Any student arriving between **8:16 a.m. and 10:40 a.m.** will be considered **TARDY a.m.**
3. Any student arriving between **10:41 a.m. and 1:10 p.m.** will be considered **½ day absent**.
4. **Written excuses are required for days tardy or absent, even if you've called in, within three (3) days of return of school. Notes will not be accepted via email they must be hand written or official doctor notes. If a note is not received within three (3) days of return to school, days will remain unexcused. Notes are also required when students are signed into school late or signed out early. The excuse must state the reason for the absence. Doctor notes only cover exact dates listed on doctor excuse. Any dates not listed will need additional excuse(s) turned in.**

No educational trip requests will be approved after the fact. ALL educational trip requests must be approved prior to the trip. There is one form included in this handbook. Please make copies as needed.

Due to changes in the attendance computer program that is being used in the Shamokin Area School District, any and ALL students who arrive after 8:15 a.m. must be accompanied by a parent/guardian to the main office area and signed in.

Any student being signed out prior to the end of the school day should present a note to their homeroom teacher. The student must then be signed out in the main office area by a parent or guardian. Students who arrive in their homerooms after the 8:15 a.m. cut off due to a late bus will not be marked tardy.

Parents/guardians accompanying their child to the bus stop, please keep in mind to set a good example by not using inappropriate language or smoking in front of students.

IF YOUR STUDENT(S) ARE ABSENT FROM SCHOOL YOU WILL RECEIVE A TELEMATED MESSAGE INFORMING YOU OF THE ABSENCE.

STUDENT BEHAVIOR

STUDENT BEHAVIOR ON THE BUS...All students are expected to exhibit good behavior while riding on the school bus. **All students and parents should understand that suspension from the bus will occur for any student upon receipt of the 2nd bus conduct report from the bus driver.** This suspension from the bus may be for 3, 5 or 10 days depending upon the nature of the misconduct. During the suspension period students will not be permitted on any district bus. All subsequent bus conducts will result in suspension from the bus with the number of days increasing with each additional offense.

Also... please understand that students must ride on the bus they have been assigned to. "SWITCHING" BUSES IS NOT PERMITTED. In addition, audio and video equipment is installed in each bus and students are recorded as part of our safety and discipline procedures as per Shamokin Area School District Policy #810.

BUS RULES

The safety of our children on the bus is of utmost importance to us; however, our efforts will only be successful with parental cooperation. We need you to review bus safety rules with your child on a regular basis and to support the bus driver and the school if your child should receive a bus misconduct report. Please remember that the safety of many children, including your own, depends directly on your child's behavior on the school bus and at the bus stop. All buses are equipped with audio/visual recorders.

The following would be examples of **GOOD** rules to follow:

- BOARD AND EXIT THE BUS IN AN ORDERLY AND SAFE MANNER.
- PRESENT BUS PASS WHEN BOARDING THE BUS AND UPON DEMAND.
- REMAIN SEATED WHILE ON THE BUS.
- TALK WITH OTHER PASSENGERS IN A NORMAL VOICE.
- KEEP ALL PARTS OF THE BODY INSIDE THE BUS WINDOWS.
- KEEP AISLES, STEPS, AND EMPTY SEATS FREE FROM OBSTRUCTION.
- REMAIN FULLY AND PROPERLY CLOTHED.
- TREAT THE DRIVER AND FELLOW STUDENTS WITH RESPECT.
- PROMPTLY COMPLY WITH THE DRIVERS OR MONITORS INSTRUCTIONS.
- TREAT THE BUS AND OTHER PRIVATE PROPERTY WITH CARE.

When receiving misconduct reports from the bus driver or from the supervising teachers, we will consider each student's past bus riding record and **may issue a bus suspension on the first offense.**

The following are inappropriate behaviors as classified by the Shamokin Area School District:

- DISOBEYING THE DRIVER
- SWEARING OR USING ABUSIVE LANGUAGE
- THROWING THINGS INSIDE OR FROM THE BUS
- SPITTING INSIDE OR FROM THE BUS
- DAMAGING THE SEATS OR OTHER EQUIPMENT
- STANDING OR KNEELING ON THE SEATS
- STANDING WHILE THE BUS IS IN MOTION
- LEAVING SEATS WHILE THE BUS IS MOVING
- EXTENDING HANDS, ARMS, OR LEGS FROM THE WINDOW
- SHOUTING FROM OPEN WINDOWS
- EATING OR DRINKING ON THE BUS
- PHYSICALLY ATTACKING THE DRIVER
- PHYSICALLY ATTACKING AND/OR INJURING OTHER STUDENTS
- TAMPERING WITH CONTROLS OF THE BUS
- OPENING A DOOR WHILE THE BUS IS IN MOTION
- POSSESSING OR USING DRUGS, ALCOHOL, OR TOBACCO
- EXTENDING HIS/HER BODY FROM A MOVING BUS
- CREATING A FIRE OR BURN HAZARD BY LIGHTING MATCHES OR LIGHTERS
- EXITING FROM THE EMERGENCY DOORS OTHER THAN FOR EMERGENCIES OR SUPERVISED DRILLS

Concerning **TOBACCO CONTROL**...The Shamokin Area School District recognizes that smoking during school hours and on school property presents a health and safety hazard which can have serious consequences for the smoker, non-smoker and the safety of the District. Possession of tobacco or tobacco products by students is a violation of the discipline code and is subject to penalties including notification of parents and suspension from school. Smoking by adults and/or non-elementary students on school property is in violation of the District's Tobacco Control Policy and is prohibited.

WEAPONS POLICY...The school district's policy is very strict. Parents and students must understand that weapons or objects that can be construed as a weapon are banned on all school property and buses.

UNAUTHORIZED GROUP POLICY

Definition is two or more persons whose presence and/or appearance and/or words and/or actions in the opinion of school authorities disrupt or distract from the academic process and/or harass, intimidate, or threaten others involved in the academic process and/or create an atmosphere of same within a school zone. Once identified by school authorities, unauthorized groups must disband and cease all unauthorized activities. Failure to follow the policy will result in a day of disciplinary action.

OLWEUS BULLYING PROGRAM

The Shamokin Area Elementary School has implemented the Olweus Bullying Prevention Program. Classroom meetings will be held on a regular basis to train students in areas of conflict resolute, decision-making skills, peer relations, communication and additional topics.

The Olweus Bullying Prevention Program is a program that is universal (meaning a school-wide effort), preventive and problem-solving, research-based, focused on changing the behaviors of the bully and the victim, and requires systematic efforts over time. Usage of this program will result in your child being taught the difference between tattling and reporting negative situations that may occur in the school setting.

The Olweus Bullying Prevention Program is not: a curriculum; a conflict resolution approach; a peer mediation program; or an anger management program.

The following school rules will be implemented against bullying:

- **We will not bully others.**
- **We will try to help students who are bullied.**
- **We will include students who are easily left out.**
- **When we know somebody is being bullied, we will tell an adult at school and an adult at home.**

Students may anonymously report a problem, incidents of bullying or other potential dangers to (570) 648-5721 ext. 2715 or ext. 2720.

The Shamokin Area School District Bullying/Cyberbullying policy is as follows:

SHAMOKIN AREA SCHOOL DISTRICT

SECTION: PUPILS
TITLE: BULLYING/CYBERBULLYING
ADOPTED: January 21, 2009
REVISED:

249. BULLYING/CYBERBULLYING

- | | |
|---|--|
| 1. Purpose
Pol. 248 | The Shamokin Area School District Board of School Directors is committed to providing all students with a safe, healthy, and civil school environment in which all members of the school community are treated with mutual respect, tolerance, and dignity. To that end, the school district has in place policies, procedures, and practices that are designed to reduce and eliminate bullying and harassment when they occur. |
| 2. Authority

SC 510, 1303.1-A
Title 22
Sec. 12.3
Pol. 218 | <p>This policy is in effect while students are on property within jurisdiction of the school district; while on school-contracted or school-operated vehicles; and while attending or engaged in school-sponsored activities. Students who file a bullying complaint or who have assisted or participated in any manner in a bullying investigation may not be retaliated against.</p> <p>Any violation of this policy shall be considered an infraction of the Code of Conduct, with discipline implemented accordingly. All bullying behavior that is a violation of the PA Crimes Code will be reported to the appropriate legal authorities.</p> <p>The Board encourages students who have been bullied to promptly report such incidents to the building principal or designee.</p> |
| 3. Definitions
SC 1303.1-A | <p>Bullying shall mean an intentional electronic, written, verbal or physical act, or series of acts:</p> <ol style="list-style-type: none"> 1. Directed at another student or students. 2. Which occurs in a school setting. 3. That is severe, persistent or pervasive. 4. That has the effect of doing any of the following: <ol style="list-style-type: none"> a. Substantially interfering with a student's education. b. Creating a threatening environment. c. Substantially disrupting the orderly operation of the school. |
| SC 1303.1-A | <p>School setting shall mean in the school, on school grounds, in school vehicles, at a designated bus stop, or at any activity sponsored, supervised, or sanctioned by the school.</p> <p>Bullying, as defined in this policy, includes cyberbullying.</p> |
| 4. Delegation of Responsibility
SC 1302-A,
1303.1-A | The Superintendent or designee shall develop administrative procedures to increase the awareness of the problems associated with bullying (i.e., a bullying awareness program) and shall develop procedures for the prompt investigation of and correction action for bullying when verified. |

	<p>This policy shall be implemented through the cooperative efforts of the Superintendent, building administrators, guidance, school staff members, parents/guardians, regional police and state police, and the school district's community.</p> <p>Each staff member shall be responsible for maintaining an educational environment free from bullying. Staff members who observe or become aware of an act of bullying shall take immediate, appropriate steps to intervene unless the intervention would be a threat to staff members' safety. In that case, or if the bullying persists, s/he shall report the bullying to the school principal/guidance for further investigation. This investigation may include interviews with students, parents/guardians, and school staff; review of school records; and any other appropriate means of investigation.</p> <p>Each student shall be responsible in respecting the rights of his/her fellow students, to ensure the rights of his/her fellow students, and to ensure an atmosphere free from all forms of bullying.</p>
Pol. 218, 233	<p>The Board expects that students and parents/guardians who become aware of an act of bullying shall report it to a school official (usually the building principal) for further investigation. Any student who retaliates against another person for reporting bullying, intimidation and/or physical assault shall be subject to further disciplinary action.</p>
SC 1303.1-A	<p>Students shall be informed about the policy on the district's publicly accessible Internet web site, and in every classroom. The policy shall be posted at a prominent location within each school building where such notices are usually posted. Each school building principal/guidance shall ensure that the policy and procedures for</p> <p>Reporting bullying incidents are reviewed with students within ninety (90) days after the adoption of this policy and thereafter at least once each school year.</p>
SC 1303.1-A	<p>The Superintendent or designee, in cooperation with other appropriate administrators, shall review this policy every three (3) years and recommend necessary revisions to the Board.</p>
SC 1303.1-A	<p>District administration shall annually provide the following information with the Safe School Report:</p> <ol style="list-style-type: none"> 1. Board's Bullying Policy. 2. Report of bullying incidents. 3. Information on the development and implementation of any bullying prevention, intervention or education programs.
5. Guidelines SC 1303.1-A Title 22 Sec. 12.3 Pol. 218	<p>The Code of Student Conduct, which shall contain this policy, shall be disseminated annually to students.</p> <p>This policy shall be accessible in every classroom. The policy shall be posted in a prominent location within each school building and on the district web site, if available.</p> <p><u>Preventive Measures</u></p> <p>A copy of this policy will be included in the student handbooks annually. The K-12 anti-bullying program will be introduced and integrated into the general curriculum. Teachers, counselors, specialists, and school administrators will routinely discuss bullying with students and will provide appropriate examples to assist students with recognizing, identifying, and reporting bullying incidents. All students shall be informed that bullying will not be tolerated in any form. All students shall be encouraged to report any bullying regardless of whether they are the victim or an observer.</p> <p>When an investigation substantiates that bullying has occurred, the building principal, assistant principal or guidance shall inform staff who work with the offending student and the victim about the bullying so that those staff can more closely monitor for future incidents of bullying. The primary purpose of such action is to protect the victim and deter such behavior in the future. The disciplinary action imposed on the offender will match the severity of the offense.</p>

Reporting Procedures

Victims –

All students who believe they have been the victim of bullying shall promptly report the bullying incident to a teacher, guidance counselor, or building administrator.

Parents/Guardians –

All parents/guardians who become aware of any bullying are encouraged to report the bullying incident(s) to a building administrator.

Witnesses –

All students who witness bullying shall immediately report the bullying incident(s) to a teacher, guidance counselor, or administrator. Any teacher, guidance counselor or administrator who witnesses bullying shall immediately intervene and take appropriate action to stop the bullying.

Teachers/Counselors –

Any teacher/guidance counselor who witnesses bullying or receives a report of bullying shall document such incident and promptly investigate the matter. Administrators shall seek to discuss the bullying incident(s) with the victim in a place where the victim feels secure. The initial discussion with the victim shall not take place in the presence of the offending student(s). If more than one (1) student is involved in perpetrating the bullying, the administrator and/or guidance shall talk to each of the offending students separately. After the investigation has been completed, the building principal shall take appropriate actions consistent with this policy.

Disciplinary And Other Action

A student who violates this policy shall be subject to appropriate disciplinary action consistent with the Code of Student Conduct, which may include:

1. Counseling within the school.
2. Parental conference.
3. Loss of school privileges.
4. Transfer to another school building, classroom or school bus.
5. Exclusion from school-sponsored activities.
6. Detention.
7. Suspension.
8. Expulsion.
9. Counseling/Therapy outside of school.
10. Referral to law enforcement officials.

If an investigation substantiates that bullying has occurred, a written record of the incident shall be placed in the file of the offending students(s). The district recognizes that parents/guardians can play an important role in educating their children and preventing bullying. Accordingly, the parents/guardians of each offending student shall be informed of any bullying incidents involving their child. Parents/Guardians of the offending students will be encouraged to attend one (1) or more conferences with an administrator/guidance to review the bullying behavior and cooperative strategies for correcting it. The building principal or designee shall also inform the victim's parents/guardians of any and all bullying incidents involving their child.

<p>Pol. 218, 233</p>	<p>Disciplinary action shall be in accordance with the Board approved Code of Student Conduct. Depending on the severity of the offense, the disciplinary action for bullying may include loss of privileges, removal from class, suspensions, and a Board expulsion hearing. If the investigation has determined that the conduct rises to the level of a crime, disciplinary action may also include referral to law enforcement officials. In addition to imposing any disciplinary action, the building administrator and/or guidance will discuss the bullying behavior with the offending student and the parent/guardian and review why the behavior is inappropriate.</p> <p>In some circumstances, mediation may be used as a viable alternative or in addition to disciplinary action when addressing a first offense of bullying. The building administrator shall consider the nature and sensitivity of the offense in determining whether mediation is appropriate. Mediation shall not be used without the consent of the victim and their parent/guardian, or where the building administrator has a concern about retaliation being perpetrated against the victim. Victims shall not be pressured into participating in mediation. The Shamokin Area School District Board of Directors recognizes that a severe imbalance exists between the victim and the bully and that this imbalance can make mediation an intimidating situation for the victim.</p>
<p>Pol. 247, 248</p>	<p>All incidents of confirmed bullying, including those that are mediated, shall be recorded in writing and placed in the offending student's discipline file.</p> <p>The penalties and prohibitions in this policy are in addition to, and do not replace or supersede, any related provisions in district policy prohibiting conduct such as harassment, violence, assault, and hazing.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 510, 1302-A, 1303.1-A</p> <p>State Board of Education Regulations – 22 PA Code Sec. 12.3</p> <p>Board Policy – 218, 233, 236, 247, 248</p>

BACK TO SCHOOL SAFETY TIPS!

Start school off with a few lessons in traffic safety! Thousands of children are seriously injured or killed each year in the U.S. as a result of pedestrian crashes. Last year in Pennsylvania over 2,000 school-age children (5 to 14) were injured in pedestrian incidents and 32 were killed. Remind your children of the following “**WALK SMART**” rules – and set a good example by following them also:

1. Always **STOP** at the curb or any driveway or alley which crosses a sidewalk.
2. Look **LEFT-RIGHT-LEFT** to make sure the road is clear for you to cross.
3. **ONLY** cross at the marked crosswalks or intersections!

NEVER run into the street from between parked cars!

Parents should also choose the safest route to the bus stop and should go on a “practice walk” with the children when school starts.

REMINDER: NO Elementary students are permitted to walk to or from school.

STUDENT MEALS

ELEMENTARY & ANNEX SCHOOLS (GRADES K4 – 6)

Breakfast prices for the 2011-2012 school year will be as follows:

\$1.10	for Full Pay Breakfast
\$.30	for Reduced Breakfast

Lunch prices for the 2011-2012 school year will be as follows:

\$2.05	for Elementary, Kindergarten and K-4 students
\$.40	for Reduced Lunch
\$.55	for a separate 8 oz. Carton of Milk

CAFETERIA PURCHASES – CAFTRAC

For all cafeteria purchases, a computerized debit system is used. At the **Elementary building** each student is associated to an account with an ID number. At the **Annex building** each student is associated to an account by his or her name. **Money** must be available in student's account for them to make breakfast, lunch and/or a la carte purchases. **Prepayment/deposits** into an account may be in any amount and as far in advance as you wish. Prepayment/deposits can be made in the form of cash or check. Checks are to be made payable to the **SASD CAFTRAC** with the child's full name noted in the memo section. If you have more than one child in a building you can write one check but must note in the memo section each student's name with the amount you want deposited for each student. Cash or check **must be sent in an envelope with the student's full name, grade and teacher's name written on the front of the envelope**.

With this system, at any time, an account balance or meal history can be checked so questions about what and how often your child is eating can be answered.

Elementary building cafeteria: 648-5721, extension 2719

Annex building cafeteria: 648-5257

Peggy Bednarchik, Food Service Director: 648-5752, extension 3632

FORGOTTEN LUNCH MONEY

A CAFTRAC low credit warning will be set at four lunches. Students will be told by the cashier and parents will be issued a notice each time a student has enough money for four lunches or less. Students are then allowed to charge up to three lunches. Each time a student needs to charge a lunch they will be notified by the cashier and a notice will be issued to parents. After three lunches have been charged, parents/guardians will be notified by mailed letter and telephone. If charges are not paid in full, a certified letter will be sent requesting payment. If no attempt is made to pay charges owed, the matter will be turned over to the District Judges office and/or Northumberland County Children & Youth.

Nothing other than a reimbursable lunch may be charged. No snacks, a la carte items or breakfast.

Any questions can be addressed to the Food Service Director, Peggy Bednarchik, at 648-5752, extension 3632.

STUDENT BEHAVIOR IN THE CAFETERIA... We expect our students to exhibit good behavior at all times including the cafeteria. We will call a **"quiet"** cafeteria if students do not follow the code of conduct. Each cafeteria period is preceded or followed by a half hour recess period which affords students ample time to socialize.

FROM THE OFFICE OF THE NURSE

The school nurse assists your child in maintaining good health by providing care for illness and injury as it occurs in school, counseling students, staff and parents about health matters and educating students and staff about health concerns. The school nurse assures compliance with school health law which mandates the following:

- basic physical exam upon original entry (K4 or Kdg) grades 6 & 11
- basic dental exam upon original entry (K4-Kdg) grades 3 & 7
- vision screening – all grades annually
- hearing screening – grades K-3, 7th, 11th and special education
- height & weight measurement – all grades annually
- body mass index (BMI) for age percentile – K4 through 12
- scoliosis screening – grades 6 & 7
- maintaining health records

Effective school year 2011-2012 all students entering K4 or kindergarten are required to have the following immunizations:

Diphtheria and Tetanus – 4 or more properly spaced doses of DTP, DTaP, Td or DT or any combination of the three with one dose administered on or after the fourth birthday.

Polio – 3 or more properly spaced doses of polio vaccine.

Measles (Rubeola) – 2 properly spaced doses preferably given as Measles, Mumps, Rubella (MMR)

Mump(s) – 2 properly spaced doses of mumps vaccine (preferable MMR)

Rubella – 1 dose given at 12 months of age or older (preferably MMR)

Hepatitis B – 3 properly spaced doses of hepatitis B vaccine

Varicella (chicken pox) vaccine/immunity 2 doses of vaccine not given before 12 months of age

Medication that must be given during school hours will be administered only with written permission from physician and parent. This medication must be provided in the original labeled pharmaceutical container and delivered to the school nurse by parent or guardian. If that is not feasible, medication may be sent to school with child if it is in the original bottle sealed in an envelope with the date, pill count and parent's signature.

Guidelines for Student 'Sick Days'

Children with temperatures of 100 degrees or higher should stay home from school. They should not return until they have a normal temperature for 24 hours.

Children taking an antibiotic prescribed by their doctor for contagious diseases (i.e.: Strep throat, bronchitis) should not return to school until they have taken the medication for 24 hours.

Children who are vomiting or have diarrhea should also stay home.

SHAMOKIN AREA ELEMENTARY SCHOOLS DRESS CODE

The Shamokin Area School District has a specified code for dress and grooming. Clothing should be neat, clean, and in good taste. It should not be extreme that it focuses attention on the wearer and causes a distraction or disruption in the classroom, hallway, or throughout the building. The administration has the authority to determine inappropriate clothing, attire, or costuming. **Failure to wear proper attire will result in the student being asked to change attire.** Some examples may be, **but are not limited to the following:**

1. Clothing which displays inappropriate messages
2. Halter tops, tube tops, spaghetti strap tops, mesh tops worn alone, and clothes that expose the midriff or undergarments
3. Torn clothing (visible holes or rips regardless of undergarments) or cut off shirts
4. Underwear worn as outerwear; underwear that can be seen,
5. Shorts or tops that are too revealing
6. Hats and all other head apparel, such as but not limited to do-wraps, bandanas, scarves, head bands, sweat bands, visors, hoods, and sunglasses unless related to a school approved function
7. Silly bands bracelets and necklaces are prohibited
8. Chains, pins, dangling jewelry, body piercings or other ornaments that may be disruptive or may present a safety hazard
9. Excessively large, sagging, improperly fitting clothing, and pajamas
10. See through, provocative, or excessively tight fitting clothing
11. Studs or rivets on clothing
12. Clothing not worn as designed/intended
13. Shoes must be worn at all times; flip flops, backless shoes, or any other shoe that poses as a safety threat is not permitted
14. Clothing of unacceptable length
15. Excessive makeup and/or face paint

The administration will consider factors of safety, cleanliness, suitability to the activity, and commonly held standards of decency to determine the appropriateness of clothing.

Students have the right to govern the length or style of their hair. Any limitation of this right shall include evidence that length or style of hair causes disruption of the educational process or constitutes a health or safety hazard.

Students may be required to wear certain types of clothing while participating in physical education classes, extra-curricular activities, or other situations where special attire may be required to insure the health or safety of the student.

Students have the responsibility to keep themselves, their clothes, and their hair clean. School officials may impose limitations on student participation in the regular instructional program where there is evidence that the lack of cleanliness constitutes a health hazard.

OFFENSIVE DRESS

Clothing, patches, buttons, pins, jewelry, and backpacks are not permitted if they:

- Have suggestive writing/pictures,
- Advocate violence,
- Advertise or promote the use of tobacco, alcohol, or drugs,
- Have double meaning wording or obscene language,
- Demonstrate disrespect.

ESL/ELL SERVICES

ESL and ELL services are available to any student whose native language is not English, and that student needs help in order to improve communication skills. Every effort will be made to encourage these students to succeed. Please complete a registration form at the entrance to the business office, located on the ground floor of the junior/senior high school building. For more information, call 648-5731 for Mrs. Frances Brennan at extension 4112 or Tina Barnabe at extension 4114.

If an ESL or ELL student or parent/guardian is not satisfied with services provided, please request a complaint form from the principal's office. You may also call Miss Allison Hunt, ESL program director, at 648-5721 extension 2512, for additional help and information.

AFTER-SCHOOL DETENTION

After-school detention will be in effect for kindergarten through sixth grades. This detention will be assigned according to the severity of the incident. Parents will receive advance notification if a student is assigned to after-school detention.

At the 5th and 6th grade levels in-school detention may not always be an effective deterrent to students' behavior. Therefore, once a 5th or 6th grade student has accumulated more than seven days of in-school detention, each additional violation of school rules will result in after-school detention.

After-school detention requires that you provide transportation for your child.

Pick up time for the student will be 4:15 PM.

PARENT RESPONSIBILITIES

CHANGE OF ADDRESS

When moving to a different address you will need to complete the Change of Address Form provided in this handbook at least one week prior to your move. Forms are also available in the building offices. Please make sure you complete every section including bussing information on the bottom of the form. Temporary bus passes will not be issued for change of address purposes. Temporary bus passes are only issued for emergency situations and are determined on a case by case basis. Once the Change of Address Form is received, a new bus pass will be issued by Klinger's Bus Company and will be sent home with the student prior to the "Effective Date of Change" indicated on the form. If the form is not received one week prior to your move, you will be responsible for transporting your student(s) to and from their assigned bus stop or school until the new bus pass is issued.

TRAFFIC PATTERNS AT ELEMENTARY SCHOOL

Parents should note that all buses will drop off and pick up students at the lower level entrance (north entrance). Buses do not use the upper level (south entrance). The upper level will be exclusively used for parent drop-off and pick-up. The lower level roadway closest to the school will be closed to all traffic except the buses in the morning and starting at 2:50 PM every day. The roadway will re-open after the buses depart at 3:10 PM. All students will board buses at the curb.

STUDENT DROP-OFF POLICY

Annex

All students being dropped off at the Annex building need to enter the building at the main office entrance between 7:40 – 8:05 AM.

Elementary

All students being dropped off at the Elementary building need to enter the building at the main office entrance between 7:40 – 8:05 AM.

PARENT PICK-UP POLICY

Students who are not riding the bus home from school on any day **must** have a note from their parents explaining to the teacher that they will be picked up after school.

Annex

Parent pick-ups will be assembled in the gymnasium at 3:00 PM. Parents will sign out these students when the Anthracite Street doors into the gymnasium are opened at 3:05 PM.

Elementary

Parent pick-ups for all grades will be assembled in the forum when the first round of bus students exit their wings at 3:00 PM. Students who have notes stating they will be picked up at 3:05 PM or later will report to the forum. Parents/guardians will pick them up at that location and sign them out.

STUDENT DELIVERIES

Please do not send deliveries such as flowers, balloons, etc. to students during school. It is very difficult for the students to have them in the classroom and take such things home on the bus.

If you plan to send a snack in for a celebration, only pre-packaged food will be accepted. We are recommending healthy snacks be sent into school if possible.

If bringing in a lunch for a student, please refrain from bringing in commercial food items.

VISITATION PROTOCOL

In keeping with the security initiatives set forth by the school district, parents should be aware that all visitors to the building are required to enter the annex using the main office doors and the elementary school using the main doors on the upper level by the Principal's office beginning at 7:40 AM every day. Visitors **will not** be admitted via any other door. Parents escorting students will not be permitted past the main office entrance on the upper level.

VALUABLES

It is school policy that electronic items such as cell phones, game systems, mp3 players, etc. are not allowed on the bus or in school. Please do not allow your children to bring such items to school. Any electronic items brought to school will be confiscated and returned only to parents or guardians. Per District Policy No. 713, Shamokin Area School District will not be held liable for any such items brought to school that are lost, damaged, or stolen.

DAILY PLANNERS

Planners are an important communication tool between teachers and parents. All students in grades 3, 4, 5, and 6 must maintain a planner. It is policy at the Elementary School that they are **signed on a daily basis**.

SCHOOL RESPONSIBILITIES

SAFETY COMMITTEE MISSION STATEMENT

Schools have the responsibility to ensure students, staff and all members of an educational environment have minimal exposure to environmental hazards, physical dangers and injuries that can be incurred from supervising students, sports and school activities. It is the responsibility of Shamokin Area School District to educate our staff about the following topics:

- Violence prevention strategies
- Proper ergonomic precautions
- Proper providing of health services
- Provide adequate safety gear and equipment
- Development and revision of policies reflecting school safety

A safe educational environment provides many good role models for students and has opportunities for them to learn and enhance communication skills, problem solving and anger management. The physical environment is also designed to be reassuring to students and reduce chances for violence. We will provide adequate lighting and the presence of adults in school hallways, cafeterias and playgrounds to ensure that our environment is safe for them.

It is important your child is appropriately attired for their safety at our school. Please encourage and ensure your child has appropriate footwear throughout the school year to avoid slips and falls on slippery surfaces such as sleet, snow and ice. Our school district will continually face the challenge to provide an optimum safe environment for all students and we appreciate your contributions of continually providing guidance regarding the importance of safety to your child. Considering accidents can and do happen despite preventive measures, we encourage parents and guardians to contact the Building Principal's Office to obtain the Voluntary Student Accident Insurance Application.

CHILDREN'S HEALTH INSURANCE PROGRAM

CHIP has expanded to cover all uninsured kids and teens in Pennsylvania. Now, no family makes too much money to qualify for CHIP. To get your kids covered, visit www.CHIPcoversPAkids.com or call 1-800-986-KIDS to enroll today!

NCLB PARENT NOTICES

As part of the Pennsylvania Accountability System in compliance with No Child Left Behind Act, all school districts within the commonwealth are required to distribute the following NCLB parent notices:

- Parents' right to inspect instructional materials, excluding tests
- Rights under Protection of Pupil Rights Amendment (PPRA)
- Parents' right to review assessment instruments and data (except personally identifiable information)
- Parents' right to request the qualifications of student's classroom teachers
- Children's Health Insurance Programs (CHIP)
- Family Educational Rights and Privacy Act (FERPA)

Information for these follow. If you have any questions regarding these No Child Left Behind parent notifications, please contact your school principal.

PARENTS' RIGHT TO INSPECT INSTRUCTION MATERIALS

The Shamokin Area School District is required by the No Child Left Behind Act to inform you of your right to inspect instructional materials used by your child (children) in their classes. The conditions by which you can inspect these materials are listed below. This letter will represent your official notification of this right of inspection.

Conditions of inspection of instructional materials:

1. The materials to be inspected are those presently being used in a class of which your child (children) is presently enrolled.
2. Materials such as textbooks, workbooks, worksheets, slides, video, or power point presentations can be available for your inspection.
3. Parents or Guardians wishing to inspect the above available materials must make a written request to the building principal. The written request must identify the specific materials that the parent wishes to inspect. Within ten (10) school days after the receipt of the request the principal will contact the parent or guardian with a date, time and place to inspect the requested materials.
4. The principal or his/her designee (and teacher if requested by the principal) will be present at the time of inspection to answer any questions. No materials will be allowed to be removed from the inspection site.

PARENTS' RIGHT TO REQUEST QUALIFICATIONS OF CLASSROOM TEACHERS

As a parent of a student at Shamokin Area School district, you have the right to know the professional qualifications of the classroom teachers who instruct your child and the paraprofessional who assist them. The No Child Left Behind Act of 2001 gives you the right to ask for the following information about each of your child's classroom teachers and their paraprofessional assistants:

- Whether the teacher meets the state qualifications and licensing criteria for the grades and subjects he or she teaches.
- Whether the teacher is teaching under emergency or provisional status because of special circumstances.
- The teacher's college major, whether the teacher has any advanced degrees, and the field of discipline of the certification or degree.
- Whether paraprofessionals provide services to your child and, if so, their qualifications.

PARENTS' RIGHT TO REVIEW ASSESSMENT INSTRUMENTS AND DATA

On January 8, 2002, President Bush signed into law the No Child Left Behind Act (NCLB), the reauthorization of the Elementary and Secondary Education Act (ESEA). A provision of this new act requires all school districts to allow the general public to review assessment instruments and data related to assessment. Any information that is personally identifiable to individual students cannot be released to the general public except for the parents or guardians.

The following are a few examples of assessment instruments:

- Teacher developed tests and quizzes
- Teacher developed projects and rubrics
- State exams (PSSA)

The guidelines for review of these assessment instruments are as follows:

- Person wishing to review these items must submit their request in writing to the building principal. Within ten (10) school days after the receipt of the request the principal will contact the parent or guardian with a date, time and place to inspect the requested assessment(s).
- The principal or his/her designee (and teacher if requested by the principal) will be present at the time of inspection. No materials will be allowed to be removed or photocopied from the inspection site.
- Parents or Guardians may view a sample of testing materials after the assessments have been given to students.

SHAMOKIN AREA ELEMENTARY SCHOOLS TITLE I PARENT INVOLVEMENT POLICY

Annex Grades K-1
Elementary Grades 2-6

The SAE Title I Program is committed to providing a challenging, high quality standards-based curriculum, which considers individual student needs. Our focus is to provide a positive learning experience for each individual child centering on narrowing achievement gaps, while offering parents meaningful opportunities to participate in the education of their children.

At SAE, a committee of school staff members and parent volunteers will be actively involved in the planning, reviewing and improvement of the Parent Involvement policy, the school compact, and the school's Title I program. An annual meeting will be held at the school to inform parents of the school's participation in the Title I program, the requirements and the parents' rights to be involved. Evaluation forms, surveys and questionnaires may be used to gather parent input for planning, reviewing and improving the Title I program. Committee meetings, parent conferences, phone conferences, Meet the Teacher Nights, Family Nights, and school activities will be held throughout the year at various times. Title I funds may be used to pay expenses associated with the cost of these activities. (1,2,3,4,5,12)

Title I parents will be informed of the Title I program through an informational letter and invitation to attend a parent meeting describing the program. (8)

The Shamokin Area Elementary will distribute a copy of the SAE School Student Parent Handbook. (9) Parents will also be informed of school curriculum and assessments through attending orientation meetings, Meet the Teacher Nights and talking with their child's classroom and Title I teachers. Staff will be available to assist parents in understanding state academic content standards, local and state academic assessments and ways to help assist their child's progress in these areas. (10) The Title I staff may meet with parents to formulate suggestions and make decisions relating to the education of their children in a timely manner when appropriate. (11)

The SAE Title I program will provide opportunities for parents to work with their child to improve their achievement by conducting learning activities which foster student success with an emphasis on parent involvement. Parents will be encouraged to participate in school activities and to attend training sessions presented by district staff. (13)

Learning takes place best when there is a combined effort on the part of the home and the school working together. It is our belief at SAE that together we can achieve a quality education for all our students.

A school-parent compact has been created which describes the school, parent(s), and student's responsibility for improved student achievement.

This policy has been developed jointly with, and agreed upon by, parents and staff of children participating in Title I programs.

Title I Parent Meeting
Reviewed 5/31/2011

SHAMOKIN AREA SCHOOL DISTRICT
Family Educational Rights and Privacy Act (FERPA)
Annual Notice of Student Education Record Privacy

The Family Educational Rights and Privacy Act (FERPA) is a Federal law that protects the privacy of student educational records. The law applies to all schools that receive federal funds.

FERPA gives parents certain rights with respect to their child's education records. When a student reaches the age of 18 or attends a post-secondary school or college, the parent's rights transfer to the student and the student is then an "eligible student" under the law.

Under FERPA, parents and eligible students have the following rights:

1. To inspect and review the student's education records maintained by the school within 45 days of the school's receipt of a written request. The request should identify the record(s) being inspected. The school is not required to provide copies of records and may charge a fee if copies are requested. The Principal may be contacted to seek access to your child's record.
2. To request that a school correct records believed to be inaccurate or misleading. The request must be in writing and clearly specify: (a) the part of the record requesting to be changed, and (b) why it is inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student has the right to a hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement in the record about the contested information. The school is not required to consider requests for grade or disciplinary decisions, opinions of school officials in the education record, or the child's special education determination. The Principal may be contacted to request an amendment to your child's record.
3. To control the disclosure of their child's personally identifiable information from their education record. Parents may request that the school, with certain exceptions, obtain their written consent prior to the disclosure of student information. An exception which permits disclosure without consent is disclosure to school staff with legitimate educational interests, such as a person employed by the district; a person serving on the school board; a person or company with whom the district has contracted to perform a special task (such as an attorney, auditor, or therapist); or a parent or student serving on an official committee, such as a grievance or disciplinary committee or assisting another school official; and/or an official of another school district in which a student seeks to enroll. A school official has a legitimate education interest if the official needs to review an education record in order to fulfill a professional responsibility.
4. To file a complaint with the U.S. Department of Education concerning alleged failures by the school district to comply with the requirements of FERPA at the following address:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Ave., SW
Washington, DC 20202-4605

SHAMOKIN AREA SCHOOL DISTRICT
Family educational Rights and Privacy Act (FERPA)
Annual Notice for Disclosure of School Directory Information
Elementary School

The Family Educational Rights and Privacy Act (FERPA) is a federal law that requires the school district, with certain exceptions, to obtain written consent prior to the disclosure of personally identifiable information from your child's educational records. Sometimes our school or district may disclose some student information without written consent when the information is designated "directory information" unless you have advised the school or district to the contrary in accordance with district procedures.

The primary purpose of directory information is to allow us to include some types of information in certain school publications and is generally not considered harmful or an invasion of privacy if released. Examples of school publications are:

- A playbill or program showing your child's role in a school production
- Honor roll or other recognition lists published at schools or in newspapers
- School/student directory
- School or district website

Directory information can also be disclosed to outside organizations without parent's prior written consent. Outside organizations include, but are not limited to:

- Other schools the student is seeking to attend (student records, etc.)
- State or federal authorities auditing, evaluation programs, or enforcing state or federal laws
- A court by order of a subpoena

Our school district has designated the following as directory information:

Student Name	Dates of Attendance
Telephone Number	Grade Level
Photograph/Video Recording	Awards or Recognition Received
Participation in School Activities	Weight and Height of Athletic Team Members
Participation in PTA Programs	Honor Roll

If you do not want our school or district to disclose directory information about your child, you **must complete the attached form "Parent Disclosure Consent of School Directory Information"** in the back of this handbook and **return it to the building office immediately** to let us know which type of directory information you wish to deny release of information to or if you approve of any release of information.

We ask that you complete one form for each child and return the form(s) to your child's homeroom teacher.

If you have any questions or concerns, please contact the school principal.

PUBLIC AWARENESS NOTICE:
NOTICE TO PARENTS OF CHILDREN WHO RESIDE IN THE SHAMOKIN AREA
SCHOOL DISTRICT

In compliance with state and federal law, notice is hereby given by the Shamokin Area School District that it conducts ongoing identification activities as a part of its school program. The purpose is to locate children suspected of having disabilities regardless of the severity of their disability, and to determine the child's need for special education and related services. The types of disabilities to cause a child to need services are: autism, deaf-blindness, deafness, emotional disturbance, hearing impairment, mental retardation, multiple disabilities, orthopedic impairment, other health impairment due to chronic or acute health problems, specific learning disabilities, speech or language impairment, traumatic brain injury and visual impairment including blindness, and in the case of a child that is preschool age, developmental delay.

If you believe that your school-age child may be in need of special education and related services, district screening and evaluation activities designed to assess the needs of your child are available to you at no cost, upon written request. The activities include review of group data, conducting hearing and vision screening, assessment of student's academic functioning, observation of the student displaying difficulty in behavior and determining the student's response to attempted remediation. Input from parents is also an information source for identification. After a child is identified as a suspected child with a disability he or she is evaluated, but not before parents give permission for their child to be evaluated. Requests are to be made in writing to the Special Education Supervisor, Mrs. Sherry Glosek, Shamokin Area School District, 2000 West State Street, Coal Township, PA 17866.

If a pre-school child is suspected of being eligible for early intervention evaluation and services are provided through the CSIU #16. Information can be obtained by calling (570) 523-1155 and asking for the preschool department.

Generally, the kindergarten screening takes place at the Shamokin Elementary School during the first week of March, by appointment only. The purpose is to identify your child's educational needs prior to the beginning of school.

For further information on the rights of parents and children, provision of services, evaluation and screening (including purpose, time and location), you may contact, in writing, the building principal.

Confidentiality: All information gathered about your child is subject to the confidentiality provisions contained in federal and state law. The district has policies and procedures in effect governing the collection, maintenance, destruction and disclosure to third parties of this information. For information about these policies and procedures, as well as rights of confidentiality and access to education records, you may contact the special education coordinator at the above location.

RACIAL HARASSMENT

The Shamokin Area School District seeks to establish and maintain learning environments free from racial intimidation and/or harassment. It seeks also to provide a system of review, should an allegation of such conduct be made. Racial harassment will not be tolerated and will subject the person(s) engaging in such action to disciplinary action.

NOTIFICATION LETTER FOR PARENTS AND/OR GUARDIANS

The Shamokin Area School District uses an Integrated Pest Management (IPM) approach for managing insects, rodents and weeds. Our goal is to protect every student from pesticide exposure by using an IPM approach to pest management. Our IPM approach focuses on making the school building and grounds an unfavorable habitat for these pests by removing food and water sources and eliminating their hiding and breeding places. We accomplish this through routine cleaning and maintenance. We also routinely monitor the school building and grounds to detect any pests that are present. The pest monitoring team consists of our building maintenance, office and teaching staff and includes our students. Pest sightings are reported to our IPM coordinator who evaluates the “pest problem” and determines the appropriate pest management techniques to address the problem. The techniques can include increased sanitation, modifying storage practices, sealing entry points, physically removing the pest, etc.

From time to time it may be necessary to use chemicals to manage a pest problem. Chemicals will only be used when necessary, and will not be routinely applied. When chemicals are used, the school will try to use the least toxic product when possible. (Applications will be made only after normal school hours.) Notices will be posted in these areas 72 hours prior to application and for two days following the application.

Parents or guardians of students enrolled in the school may request prior notification of specific pesticide applications made at the school. To receive notification you must be placed on the school notification registry. If you would like to be placed on the registry, please notify the district in writing. Please include your email address if you would like to be notified electronically.

If a chemical application must be made to control an emergency pest problem (ex. Stinging insects), notice will be provided by telephone to any parent or guardian who has requested such notification in writing. Exemptions to this notification include disinfectants and anti-microbial products; self-containerized baits placed in areas not accessible to students, and gel type baits placed in cracks, crevices or voids; and swimming pool maintenance chemicals.

Each year the district will prepare a new notification registry.

NOTICE OF ASBESTOS INSPECTION

In compliance with the U.S. Environmental Protection Agency (EPA) Asbestos Hazard Emergency Response Act (AHERA), inspections were performed during 2001 on Shamokin Area School District buildings for asbestos-containing building materials. The EPA requires inspections of any asbestos materials every three years by an accredited inspector.

The junior-senior high and elementary schools are certified asbestos free. Most of the asbestos was removed from the elementary annex during the 2002 renovation project. The amount that remains is encapsulated.

The inspection findings and asbestos management plans are on file in school office.

SHAMOKIN AREA SCHOOL DISTRICT

SECTION: COMMUNITY

TITLE: TITLE I DISTRICT-WIDE
PARENTAL INVOLVEMENT

ADOPTED: June 19, 2006

REVISED:

	917.1. TITLE I DISTRICT-WIDE PARENTAL INVOLVEMENT
1. Purpose	The school district is committed to the belief that all students can learn and acknowledges that parents share the district's commitment to the educational success of their children.
2. Definitions	<p>Parent and family involvement shall be defined as an ongoing process that assists parents and families to meet their basic obligation as their child's first educator, promotes clear two-way dialogue between home and school, and supports parents as leaders and decision-makers at all levels concerning the education of their children.</p> <p>The school district will be governed by the following statutory definition of parental involvement, and expects that its Title I schools will carry out programs, activities and procedures in accordance with this definition.</p> <p>Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:</p> <ol style="list-style-type: none"> 1. That parents play an integral role in assisting their child's learning. 2. That parents are encouraged to be actively involved in their child's education at school. 3. That parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child. 4. The carrying out of other activities, such as those described in section 1118 of the Elementary and Secondary Education Act (ESEA).
3. Authority	<p>The Board recognizes that the responsibility for each student's education is shared by the schools and the family and acknowledges that schools and families must work as knowledgeable partners to effectively educate all students.</p> <p>To this end, the Board will support the development, implementation, and continuing evaluation of a parent and family involvement program which will involve parents at all grade levels in a variety of roles.</p>
4. Guidelines	<p>The Shamokin Area School District agrees to implement the following statutory requirements:</p> <ol style="list-style-type: none"> 1. The school district will put into operation programs, activities and procedures for the involvement of parents in all of its schools with Title I, Part A programs, consistent with section 1118 of the Elementary and Secondary Education Act (ESEA). Those programs, activities and procedures will be planned and operated with meaningful consultation with parents of participating children.

2. Consistent with section 1118, the school district will work with its schools to ensure that the required school-level parental involvement policies meet the requirements of section 1118 (b) of the ESEA, and each include, as a component, a school-parent compact consistent with section 1118 (d) of the ESEA.
3. The school district will incorporate this district-wide parental involvement policy into its LEA plan developed under section 1112 of the ESEA.
4. In carrying out the Title I, Part A parental involvement requirements, to the extent practicable, the school district and its schools will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under section 1111 of the ESEA in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.
5. If the LEA plan for Title I, Part A, developed under section 1112 of the ESEA, is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan when the school district submits the plan to the state Department of Education.
6. The school district will involve the parents of children served in Title I, Part A schools in decisions about how the one percent (1%) of Title I, Part A funds reserved for parental involvement is spent, and will ensure that not less than ninety-five percent (95%) of the one percent (1%) reserved goes directly to the schools.
7. The school district will inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Center in the state.

Description Of How District Will Implement Required District-Wide Parental Involvement Policy Components

The Shamokin Area School District will take the following actions to involve parents in the joint development of its district-wide parental involvement plan under section 1112 of the ESEA:

1. Fall and Spring Title I Meeting.
2. Parent conferences and/or phone conferences.

The Shamokin Area School District will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:

1. Fall and Spring Title I Meeting.
2. Parent conferences and/or phone conferences.

The Shamokin Area School District will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance:

1. CSIU.
2. Pattan.
3. PAFPC.
4. Regional Coordinator Meeting.
5. SASD Technology Department.

The Shamokin Area School District will coordinate and integrate parental involvement strategies in Part A with parental involvement strategies under the following other programs:

1. Head Start.
2. Local day care visits.
3. Early Intervention.

The Shamokin Area School District will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parental involvement policy in improving the quality of its Title I, Part A schools. The evaluation will include identifying barriers to greater participation by parents in parental involvement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school district will use the findings of the evaluation about its parental involvement policy and activities to design strategies for more effective parental involvement, and to revise, if necessary (and with the involvement of parents) its parental involvement policies.

At the conclusion of all parent meetings and activities, an evaluation will be completed by those in attendance. The Federal Coordinator is responsible for conducting and summarizing the evaluations.

The Shamokin Area School District will build the schools' and parent's capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:

1. The school district will, with the assistance of its Title I, Part A schools, provide assistance to parents of children served by the school district or school, as appropriate, in understanding topics such as the following:

- a. The state's academic content standards.
- b. The state's student academic achievement standards.
- c. The state and local academic assessments, including alternate assessments.
- d. The requirements of Part A.
- e. How to monitor their child's progress.
- f. How to work with educators.

The school district will provide this assistance by undertaking the following:

- a. Family Nights.
- b. Fall and Spring Title I Parent Meeting.
- c. Teacher conferences.
- d. Topic presenters by district employees.
- e. Jumpstart (Parent/Student Summer Tutoring Program).

2. The school district will, with the assistance of its schools, provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training, and using technology, as appropriate, to foster parental involvement, by:

- a. Family Night activities presented by district staff.
- b. Jumpstart activities presented by district staff.

3. The school district will, with the assistance of its schools and parents, educate its teachers, pupil services personnel, principals and other staff, in how to reach out to, communicate with, and

work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, by:

- a. Teacher Induction Program.
 - b. Parent/Teacher conferences.
 - c. Student/Parent/Teacher Compact.
 - d. District personnel attends monthly Elementary School Student-Parent meetings.
4. The school district will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:
- a. Send invitations to Head Start about Family Nights.
 - b. Educational Literature Resources provided at Kindergarten registrations and Meet The Teacher nights.
 - c. Family Nights.
 - d. District personnel will be present at Head Start parent meeting when required.
 - e. School newsletter.
5. The school district will take the following actions to ensure that information related to the school and parent programs, meetings, and other activities is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:
- a. School calendar.
 - b. Web page.
 - c. Invitations/Flyer of events.
 - d. Newsletters.
 - e. Elementary School Student-Parent Handbook.
 - f. Student agenda/planner.
 - g. Transact Web-based programs.

Discretionary District-Wide Parental Involvement Policy Components

1. Providing necessary literacy training for parents from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training.
2. Paying reasonable and necessary expenses associated with parental involvement activities.
3. In order to maximize parental involvement and participation in their children's education, arranging school meetings at a variety of times.
4. Providing other reasonable support for parental involvement activities under section 1118, as parents may request.

PA Code
Title 22
Sec. 403.1

20 U.S.C.
Sec. 6318

Adoption

This district-wide parental involvement policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by Title I parent meetings.

The school district will distribute this policy to all parents of participating Title I, Part A children on or before October 15th annually.

SECTION: COMMUNITY

TITLE: TITLE I SCHOOL PARENT INVOLVEMENT POLICY

ADOPTED: June 19, 2006

REVISED:

SHAMOKIN AREA SCHOOL DISTRICT

917.1 TITLE I SCHOOL PARENT INVOLVEMENT POLICY

The Shamokin Area Elementary will follow the guidelines of the Shamokin Area School District Title policies.

The Shamokin Area Elementary and the parents of the students participating in activities, services, and programs funded by Title I, Part A of the Elementary and Secondary Education Act (ESEA) (participating children), agree that this jointly developed compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve the State's high standards.

REQUIRED SCHOOL-PARENT COMPACT PROVISIONS

School Responsibilities

As a representative of Shamokin Area Elementary School, I will try to provide high quality curriculum and instruction in a supportive and effective learning environment that will enable success for every student and will carry out these responsibilities:

1. Treat each child and their parents with respect.
2. Provide a safe, positive and healthy learning environment for each student.
3. Assure every child has access to quality learning experiences appropriate to their development.
4. Notify parents of learning and behavior problems within a reasonable timeframe.
5. Communicate expectations for performance to both students and parents.
6. Acknowledge that parents are vital to the success of this school and its students.

Parent Responsibilities

As a parent, I realize the importance of working cooperatively with the school. I understand that my participation in my child's education will help his/her achievement and attitude. I join the school by trying to carry out the following responsibilities to the best of my ability.

1. Teach my child dignity and respect.
2. Create an atmosphere that supports learning by being a positive role model.

3. Attend school functions and conferences.
4. Encourage my child to demonstrate respect for school personnel, his/her classmates, and school property.
5. Send my child to school regularly; on time, well fed, and well rested.
6. Participate in decisions relating to the education of my child.
7. Build a positive relationship with my child's teacher and keep the lines of communication open between the school and my home.
8. Discuss with my child any problems or frustrations he/she may be having with school.

Student Responsibilities

As a student, I realize that my education is important. I know that I am responsible for my own success; therefore, I will try to carry out the following responsibilities to the best of my ability.

1. Pay attention in school.
2. Complete unfinished assignments in a reasonable time.
3. Develop a positive attitude about school.
4. Resolve conflicts that may give me a negative attitude.
5. Feel comfortable when asking for help when it is needed.
6. Get to school on time every day.
7. Be respectful to school personnel, all students, and school property.
8. Share my talents with others.

Additional Required School Responsibilities (requirements that schools must follow, but optional as to being included in the school-parent compact)

The Shamokin Area Elementary will:

1. Involve parents in the planning, review, and improvement of the school's parental involvement policy, in an organized, ongoing, and timely way.
2. Involve parents in the joint development of any schoolwide program plan, in an organized, ongoing, and timely way.
3. Hold an annual meeting to inform parents of the school's participation in Title I, Part A programs, and to explain the Title I, Part A requirements, and the right of parents to be involved in Title I, Part A programs. The school will convene the meeting at a convenient time to parents. The school will invite to this meeting all parents of children participating in Title I, Part A programs (participating students), and will encourage them to attend.
4. Provide information to parents of participating students in an understandable and uniform format, including alternative formats upon the request of parents with disabilities, and, to the extent practicable, in a language that parents can understand.

	<ol style="list-style-type: none">5. Provide to parents of participating children information in a timely manner about Title I, Part A programs that includes a description and explanation of the school's curriculum, the forms of academic assessment used to measure children's progress, and the proficiency levels students are expected to meet.6. On the request of parents, provide opportunities for regular meetings for parents to formulate suggestions, and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestions as soon as practicably possible.7. Provide to each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading.8. Provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in section 200.56 of the Title I Final Regulations (67 Fed. Reg. 71710, December 2, 2002).
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SHAMOKIN AREA ELEMENTARY SCHOOL
3000 WEST STATE STREET
COAL TOWNSHIP, PA 17866
(570) 648-5721
FAX (570) 644-3703

Mrs. Mary Teresa Komara
Principal

Mrs. Karen Colangelo
Assistant Principal/District Federal Coordinator

EDUCATIONAL FIELD TRIP REQUEST

I/We, _____, request permission to take _____
(parent/legal guardian) (Child's name)
_____ on an educational trip to _____
(Homeroom Teacher)
Dates of the trip are: _____

The itinerary of the trip will include the following: _____

Names of the other children (enrolled in the Shamokin Area Elementary Schools) who will
participate in the trip:

_____ Name	_____ Teacher	_____ Grade
_____ Name	_____ Teacher	_____ Grade
_____ Name	_____ Teacher	_____ Grade
_____ Name	_____ Teacher	_____ Grade

Parent Signature

Date

Building Administrator

Date

____ Approved
____ Disapproved

**SHAMOKIN AREA SCHOOL DISTRICT
CHANGE OF ADDRESS FORM**

Effective Date of Change _____

STUDENT NAME			
LAST	FIRST	MIDDLE INITIAL	GRADE
NEW ADDRESS – Street, Box Number			
City, Township, State, Zip Code			
If rural, give location – East Cameron, Shamokin Township, etc.			
NEW HOME PHONE NUMBER		NEW CELL PHONE NUMBER	
NUMBER FOR ALERT NOW			
Old Address – Street, Box Number			
City, Township, State, Zip Code			
Old Home Phone Number – If applicable		Old Cell Phone Number – If applicable	

Other children grades K4 – 12 at same address – Use back of sheet if necessary

Sibling	Grade	
Sibling	Grade	
Sibling	Grade	
Change requested by: <u>Print</u> Parent or Guardian's Name		Relationship
Parent or Guardian Signature		Date
Custody Information – If applicable		

BUSSING INFORMATION

Do you need a new bus pass	Bussed to other than home
Other important information	Name
	Address
	Phone Number

FOR PERSONNEL USE ONLY

Employee Initials: _____ Cc: Transportation _____

Change entered into system by: _____

Date change entered into system _____

Dear Parents, Guardians and Teachers,

We would like to welcome all students, teachers, parents and guardians to the new school year. This year will offer many opportunities for students to participate in exciting educational and extra-curricular activities.

We have prepared this handbook for your use, but it is no substitute for becoming involved with your child and communicating with your child's teacher. The PTA encourages you to become involved with your child's education and will offer many rewarding opportunities to do so. No one appreciates your involvement in school activities more than your child. If each parent or guardian would help with just one event or activity the children would benefit that much more. Donations are always welcome.

We are looking forward to a great year for our children.

Sincerely,
Mrs. Renay Backes
PTA President

PTA GOALS

To promote the welfare of children and youth in home, school, church and community. To raise the standards of home life and to secure adequate laws for the care and protection of children. To develop, between educators and the public, the highest advantages in physical, mental social and spiritual education for every child.

CLEARANCES

Pennsylvania Child Abuse History, clearance #34 and the Criminal Record Check, clearance #151 are now required to be completed by parents, guardians, etc. who are PTA members and who plan to chaperone for Shamokin Area Elementary School field trips. This is a requirement for the safety and welfare of all our students. Forms are available in the Elementary Principal's Office or at a notary service. There will be **NO** exception to this policy. **Parents, guardians, or family members will no longer be permitted to follow behind to join the group. Only approved chaperones are permitted to be with a group on a field trip. Use of tobacco products is also prohibited on field trips.**

OFFICERS
2011-2012

President	Renay Backes	274-9033
1st Vice President	Crystal Mrowka	648-1112
2nd Vice President	Tami Sessions	648-0274
Treasurer	Diana Stine	286-0874
Recording Secretary	Tara Bowling	486-1380
Corresponding Secretary	Deanna Kerstetter	648-4439
Historian-Annex	Tracy Calabro	259-7526
Historian-Elementary	Stephanie Adams	274-9760

PTA MEETING DATES

All PTA meetings are held in the Elementary School cafeteria on the 2nd Tuesday of each month at 6:30 P.M. The purpose of PTA meetings is to help keep parents/guardians and teachers informed of PTA sponsored events in the school. Everyone is encouraged to attend. Meeting dates are as follows:

September 13, 2011
October 11, 2011
November 8, 2011
February 14, 2012
March 13, 2012
April 10, 2012
May 8, 2012

GRADE REPRESENTATIVES

Head Grade Representative	Jen Swartz	644-1782
Kindergarten	Tara Bowling	486-1380
First Grade	Tracy Calabro	259-7526
Second Grade	Deanna Kerstetter	648-4439
Third Grade	Stacy Yeager	898-7191
Fourth Grade	Stephanie Adams	274-9760
Fifth Grade	Michelle Blackwell	644-0330
Sixth Grade	Tami Sessions	648-0274

COMMITTEE CHAIRPERSONS

5th Grade Trip	Michelle Blackwell Jen Swartz Renay Backes	644-0330 644-1782 274-9033
5th & 6th Track/Field Day	Becky & Ted Deptula	648-3172
6th Grade Trip	Jen Renner	648-0272
Art fest	Lenora Smith	644-6640
Assemblies	Jean McGuinn	644-1964
Box top for Edu./Campbell's Labels	Julie Herb	
Carnival	Tracy Calabro	259-7526
Christmas Gifts	Michelle Blackwell	644-0330
Devotions	Crystal Mrowka	274-0178
Discount Cards	Lori Hile Tara Bowling	898-9582 486-1380
Field trips	Crystal Mrowka	274-0178
Fingerprinting	Christina Geiswite	
Fundraising	Denise Smith Joan Herrold	809-0043 644-3709
Guest Book & Banner	Stephanie Adams	274-9760
Kindergarten Graduation	Tara Bowling	486-1380
Membership	Stacy Yeager	898-7191
Newsletter	Renay Backes	274-9033
Publicity	Danielle Kapushinski	644-2171
Picture Aide Elementary	Michelle Blackwell	644-0330
Picture Aide Annex	Stephanie Adams	274-9760
Rif Distribution	Jen Renner	648-0272
Rif Coordinator	Danielle Kapushinski	644-2171
Rif Ordering	Tami Sessions	648-0274
School Store	Tami Sessions	648-0274
Secret Santa	Diana Stine	286-0874
Science Fair	Lori Hile	898-9582
Teacher Appreciation	Deanna Kerstetter	648-4439

Parents/Guardians:

If you would like to take part in organizing or participating in any PTA activity this year, we would like for you to take this opportunity to select the committee below. The PTA is asking for your help to make the 2011-2012 school year a success. Just remember you must have your clearances and a current PTA membership by October of 2011 to volunteer, the sooner the better. The PTA needs your help!

Please indicate below and detach the bottom of this form and return it to your child's teacher by September 7, 2011.

Thank you in advance for your support.

Renay Backes
PTA President

.....

Name _____ Phone _____

Email Address _____ Cell Phone _____

Child's Name _____

Homeroom Teacher _____

Box Tops for Education _____ Christmas Gift Wrapping _____

Field Day _____ Fingerprinting _____ Fundraising _____

Kindergarten Graduation _____ Science Fair _____

Membership _____ Pictures _____ RIF _____

Santa Secret Shop _____ Room Parent _____ Council Rep _____

Grade Representative _____

Field Trips: K4 _____, K _____, 1 _____, 2 _____, 3 _____, 4 _____, 5 _____, 6 _____

Parents/Guardians:

**The following forms need to be reviewed, completed, signed,
and sent back to your child's homeroom teacher no later
than Wednesday, September 7, 2011.**

SHAMOKIN AREA ELEMENTARY SCHOOL
3000 West State Street
Coal Township, PA 17866

Mary Teresa Komara
Principal

Mrs. Karen Colangelo
Assistant Principal/District Federal Coordinator

August 2011

I, _____, have received and
(Please Print)

reviewed the **Student-Parent Handbook** of the **SHAMOKIN
AREA ELEMENTARY SCHOOL** with my child. My child's name is
_____ and has _____
(Please Print Student Name) (Please Print Teacher Name)
for homeroom.



PARENT/GUARDIAN SIGNATURE

DATE

Please **COMPLETE** and **RETURN** this sheet **ONLY** to your child's homeroom teacher
by **SEPTEMBER 7**.

Please keep this booklet at home for your reference.

THANK YOU!

SHAMOKIN AREA SCHOOL DISTRICT
Family Educational Rights and Privacy Act (FERPA)
Parent Disclosure Consent of School Directory Information
Elementary School

Name of Student: _____ Date: _____

Name of Parent: _____ School: _____

Parent/Guardian: Please complete the section below and return the ENTIRE form to your child's homeroom teacher no later than Wednesday, September 7, 2011. Use a separate form for each child you are requesting nondisclosure of school directory information.

I am requesting that my child's school take one of the following actions regarding the release of school directory information.

1. ☐ You may release ANY information about my child, including name, photograph, grade level, etc.

or

2. ☐ Do not release the following information about my child (select one of more):

☐ Student Name

☐ Dates of Attendance

☐ Telephone Number

☐ Grade Level

☐ Weight & Height of Athletic Members

☐ Awards or Recognition Received

☐ Participation in School Activities

☐ Honor Roll

☐ Participation in PTA Programs

☐ Photograph/Video Recording

☐ ALL OF THE ABOVE

Parent/Guardian Signature

Address _____ City _____ State _____ Zip Code _____

Telephone _____ Email Address _____

Preferred method for school to communicate with parent:

☐ Telephone

☐ Email

OFFICE USE ONLY			
Student ID#	Date Received	Homeroom Teacher	

Shamokin Elementary School Calendar

2011-2012 School Calendar

August 23 & 24 August 26	Teacher In-Service Days First Day of School
September 2	Labor Day (School Closed) (School reopens September 6)
September 29	Act 80 Day
October 21	Teacher In-Service (No school for students)
November 14 November 22 November 23	Parent-Teacher Conferences (No school for students) Act 80 Day Thanksgiving Vacation (School reopens November 29)
December 22 December 23	Act 80 Day Christmas Vacation (School reopens January 3)
January 16 January 25	Martin Luther King's Birthday (School Closed) Act 80 Day
February 20 February 29	Presidents Day (School Closed) Act 80 Day
March 29	Act 80 Day
April 5	Easter Vacation (School reopens April 10)
May 18 May 28	Act 80 Day Memorial Day (School Closed)
June 1	Last Day of School

Make-up Days

January 16, February 20, April 9

All subsequent days will be made up at the end of the year.